

Business Mail Academy

Executive Mail Center Manager Course Number 57601-07

You may register by fax or by mail. You may pay by credit card or check. However, until payment is received you will appear on our "tentative list" and your seat may be given to another student presenting payment.

1. Fax the registration with your credit card information to **405-366-4012**.
2. Mail the registration form with your payment to:
US Postal Service, NCED, Attn: BRJ, Business Mail Academy
2701 East Imhoff Road, Norman, OK. 73071-1198
3. Please call 405-366-4639 and we will be happy to assist you.

The enrollment fee is \$1500.00 which includes student lodging for five nights, three meals per day, and all course materials.

- There is a nominal fee for transportation to and from the Airport.

Name and Title

Please print or type:

Last four number of SSN

(This will be used as the student ID number)

Company

Mailing Address

City, State, Zip+4

Email Address

Telephone

Ext.

Fax

Federal ID Number

Date(s) course is offered at NCED, Norman, OK.

- ☐ October 20- 24, 2003
☐ December 8-12, 2003
☐ February 2-6, 2004
☐ May 3-7, 2004

Payment Information (please pay before the seminar)

☐ Check enclosed payable to: **US Postal Service**, Check # _____ Check Amt. _____

☐ Charge to: MasterCard

☐ Visa

☐ AMEX

☐ Diner Club

☐ Other: _____

Card Number: _____

Expiration date: _____

Signature: _____

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